

INTRODUCTION

Immersing in a development-boosting environment, the milieu can nurture any possible improvements and enhancements to strike to better self and growth.

Along these years, I have been exposed with construction-based cognition and milieu, such as planning & scheduling, measurements, project estimating as well as recent-years-concerned-sustainability; Developments are hectic and fast moving, thus from the conventional project delivery to the advancements such as Building Information Modelling (BIM), I have prepared & equipped myself to adapt to this competitive environment.

Not to mentioned that, I was exposed to the community at quite early age, thus to survive and strike with the flow, I managed to adopt & adapt to the new environment quite easily; Enclosed in my resume, I have been involved many opportunities & occasions with service-related fields which greatly improved my interpersonal & communications skills which shaped me to be more social-friendly & independent; inevitably, with effective communication & interaction skills and moving time developments, I am fully readied to enhance myself and expose to new challenges. With comprehension of self-ability to sustain & passion to learn and develop, I am looking forward to be in new milieu and expect to move forward to emerge as better me.

As of self-upgrading and improvements seeking, I had completed the short course for Oracle Primavera P6, and I accepted the challenge to take over & initiate a sub-company Cash Flow Planning, Monitoring & Controlling Measures from scratch; and upon the recommendation for participation in Marketing Division; inevitably, my capabilities are being recognized as well. As of next planning, further enhancements in persuasive communication and spontaneity shall be expected; picking up of a new language is being in consideration as well.

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PROCUREMENT SPECIALIST CUM PROJECTS COORDINATOR CUM QUANTITY SURVEYOR

MSc. Civil Engineering (Construction Management); Professional in Procurement, Negotiations, JIT Planning, Sourcing & Purchasing, Recommendations, Effective Communications, Contract Administrations, Quantity Surveying, Estimating & Projections, Planning & Scheduling, Marketing & Projects Obtainment etc.; Experienced in Administration & HR Works.

EXPOSURE & INVOLVEMENTS

Systematic, self-driving individual with keen ability to deliver cost reduction & effective strategies through high standard Implementation of sourcing and Integration of requisition processes achievable within critical deadlines, in which the performance complying or even exceeding to Specifications & Requirements; Leveraging quality communication environment & persuasive communication techniques within key stakeholders to gain accountability to achieve crucial goals for short term / long term plan. Proven success on orientation-switching role in the organization influence and impressive case-closing abilities.

- Budget & Selling Costs Proposing & Determination;
- Value Engineering;
- Strategic Sourcing & Proposals (Local & Global Suggestions);
- Suppliers/ Subcontractor Filtration, Analysis & Selections;
- Tactical Purchasing;
- Strategy Development & Negotiation Proposal & Strategy;
- Just-in-Time (JIT) Practice taking into consideration Cash Inflows & Outflows;
- Supply Chain Management;
- Relationship Management & Maintenance.

EXPERIENCE

(2017-CURRENT) SECC GROUP @ QATAR

– Comprising of Singapore Engineering & Contracting, Pearl Touch Design, Msazi Trading & Contracting, Sin Engineering & Contracting, Singapore Stone & Decoration in Qatar itself & other branches at Singapore, UAE, Egypt etc.)

Website: <http://seccgroup.net/>

POSITION: *Procurement Specialist cum Projects Coordinator cum Quantity Surveyor*

Major Handling Works:

- i. Quantity re-measurements & rechecking, determination & categorization of Works Inclusion & Exclusion as per signed Contract;
- ii. Checking & allocation of Budgeted & selling cost; readjustments & refinements;
- iii. Sourcing, Enquiry, Qualifications & Compliance Determination;
- iv. Effective communication, desirable & deliverables conveyance;
- v. Value Engineering & Re-proposing according or exceeding Specifications with Cost-effective & value-for-money Proposals;
- vi. Selection, Filtration, Necessary Clarifications, Justifications to Final Purchasing & Procurement Option including Back-up Planning;
- vii. Effective Negotiations to achieve Profits Maximization & Best Cash Inflows & Outflows (from smallest Consumables to long lead items);
- viii. Purchase Order & Contract Preparations considering all binding & legal responsibilities, defaults, Warranty, coverage maximization & etc.
- ix. Progress monitoring, from Works Confirmation, Production Lead time, Shipments Tracking & Clearance, Delivery Schedule, Works on Site to Completion & Defects Liability Period;
- x. Payment Justifications & Rationalism of Completed Works as per binding Contracts;
- xi. Relationship maintenance, Leadership & Trustworthiness including flexibilities, spaces & favors offering when requested; continuous working ventures & participations; and etc.

Handled/ing Projects (names hidden):

1. (2017-Current) All Fit-Out Works for a 5-Star Hotel Suites & Guestroom Project @ Lusail;
2. (2017-Current) Marble Works (5-Star Hotels, Mall, Shop Front etc.) Subcontract Issuance;
3. (2017-Oct 18) Construction of a Warehouse comprising of Three Buildings @ Umm Salal Ali (been assigned back to Fit-Out Team due to demand plus major Procurement done);
4. (2017-Oct 18) Construction of 12 nos. of Villas (been assigned back to Fit-Out Team due to demand plus major Procurement done);
5. (2017-Oct 18) Construction of a Sheikh's Palace been assigned back to Fit-Out Team due to demand plus major Procurement done);
6. (2018-Current) All Fit-Out Works for a 5-Star Hotel Apartment Project @ Lusail;
7. (2018-Current) All Fit-Out Works for a 5-Star Hotel Guestrooms, Suites & Apartment Project @ Westbay;
8. (2019-Current) All Fit-Out Works for a Sheikh's Villa;

9. (2019-Current) All Fit-Out Works for a Public Area for a 5-Star Hotel & etc.

Participated:

1. Kom Oshim Industrial Zone and Integrated City @ Egypt; MOU with the Ministry of Trade And Industry;

Participated Tenders:

1. Katara Towers @ Qatar;
2. Qatar Petroleum District @ Qatar;
3. Office Towers @ Egypt;
4. Qatar Foundation @ Qatar & etc.

(2017) HERTEL SINGAPORE PTE LTD/ HERTEL MALAYSIA SDN BHD @ SINGAPORE & MALAYSIA

Website: <http://www.hertel.com/>

Industry: Chemical/ Construction/ Insulation
Role: Site Manager
Position Level: Management level
Job Descriptions: This job is dealing with Cold Insulation Works of Crystallizers for BASF-Petronas Chemical Plant @ Kuantan, Pahang, Malaysia; Main job scopes are Site Handling, Supervision and Management; Site Quality Check and Reporting; Coordinate and Communicate With Site Personnel and Client's Representatives, Local Procurement & Logistics; tasks also including Claims Handling, Preparation of Reports and liaise between personnel & securing Company's Responsibility & Profits.

Achievements: Successfully claimed for additional MYR 350,000.00+ claims for actual Works Completion of MYR 35,000.00; Obtainment of additional Scope of Works and managed to secure additional Works for further 8 months+ at same site.

Reason of Leaving: Completion of Works & Planned Schedule to come to Qatar despite the Owner requested for Work Continuity.

(2014) IJM CONSTRUCTION @ IJM CORPORATION BERHAD @ PENANG, MALAYSIA

Website: <https://www.ijm.com/>

Industry: Construction
Role: Quantity Surveyor
Position Level: Practical Training
Job Descriptions: Mainly dealing with Quantity Surveying works in Post Tender Stage, including Suppliers & Subcontractors Handling, Claims, Taking-off, Re-measurements etc. During the intern duration, I participated & dealt with Construction of Maritime Duplex Office Blocks (44-story & 48-story) with Podium, Market and Hawker Center, Sea Reclamation Works, Construction of a Short Highway & Construction of a Condominium.

Reason of Leaving: Completion of Training & back to Degree Completion.

EDUCATION BACKGROUND

(2015 - 2017) MASTER OF ENGINEERING (CONSTRUCTION MANAGEMENT)

- University: University of Technology Malaysia (UTM) [Top 5 Public Universities in Malaysia]
- Grade: CGPA: 3.89 (Sem1- 3.83; Sem 2- 3.88; Sem 3 – 4.00)
- Achievements:
- Best Postgraduate Student Award
 - Master Project entitled "The Potential Cost Implications and Benefits from Building Information Modeling (BIM) in Malaysian Construction Industry" was accepted to CRIOCM 2016 with the comment "The paper is well written and rigorous in doing the interview and analysis". Moreover, the BIM Investment Benefits Framework that been developed was being accepted for Patent and Copyright.
 - Participated in another Paper titled " Building Information Modelling (BIM) in Architecture, Engineering and Construction (AEC) Industry: A Case Study in Malaysia", which also been accepted to the CRIOCM conference.

(2011 – 2015) BACHELOR IN CONSTRUCTION (SCIENCE)

- University: University of Technology Malaysia (UTM) [Top 5 Public Universities in Malaysia]
- Grade: CGPA: 3.69 (Total of 8 Semesters)
- Achievements:
- First Class Degree Holder (4 out of 30+ students);
 - Dean's List (Semester 1 - Semester 6 & Semester 8);
 - Member of Golden Key International Honour Society [Membership into Golden Key is offered to Undergraduate and Graduate Students recognized to be among the top 15% of their class by GPA.];
 - Participant in 'San Xiao' Badminton Competition /Champion; Chairman (Activity) for UTM Games 2013; Participant for UTM Games 2013 in Badminton Competition /Third Place; Activity Head for Aras Tinggi PAC; Participant for UTM Games 2012 in Badminton Competition; Member of Entrepreneurship Club; Member of Catering Club; Participant for KRP (Kolej Rahman Putra) Games 2012 & etc.

Apprenticeship Training

- 2011 - CIDB Green Card Training
- 2013 - Financial Management Training
- 2014 - Practical Training at IJM Construction for 6 months

(2009 – 2010) SIJIL TINGGI PERSEKOLAHAN MALAYSIA (STPM) [ENGLISH: MALAYSIAN HIGHER SCHOOL CERTIFICATE] [EQUIVALENT TO THE GCE A LEVEL] – SCIENCE STREAM (PHYSICS)

School: Chung Ling High School [one of the best Chinese schools in Malaysia]

Grade: CGPA: 3.25

Achievements: - Participated in National Physics Competition (Pre-University Level) organized by Physics Institution Malaysia;

- Upper 6 Inter-stream Sport Competition (Basketball- Female)/ 1st Runner Up; Information Unit Co-Curriculum Communication Centre Year; Rovers; Community Volunteerism and Service in 52nd Jamboree On The Air & 13th Jamboree On The Internet; Captain in Captain Ball competition among Form Six Classes – Champion; Member of Sixth Form Society; Member of General Studies Society; Member of Table Tennis Club; Member of Badminton Club; Participant in 20th SCI Malaysia Peace Run Penang 2009;

- Participated in National Service Training Programme (Malaysia) & etc.

(2007 – 2008) MALAYSIAN CERTIFICATE OF EDUCATION (SPM) [EQUIVALENT TO THE GCSE/ GCE ORDINARY LEVEL]

School: Union High School

Grade: SPM- 9-A1s, 1-A2, 1-B3; Higher English 1119 – A1

[English 1119 Qualification is a measure of English proficiency, in which one needs not to take the IELTS or TOEFL if they have the required English 1119 grade.]

(2004 – 2006) LOWER SECONDARY ASSESSMENT EXAMINATION (PMR)

School: Union High School

Grade: PMR – 8 As (Full As)

(1998 – 2003) PRIMARY CERTIFICATE OF EDUCATION (UPSR)

School: SJK (C) Chong Cheng

Grade: UPSR – 5-As ,2-Bs

Obtainment of *Penilaian Tahap Satu* (PTS) or the Level One Evaluation (4 out of 350+ students)

LANGUAGE

1. English (Spoken/ Written);
2. Mandarin/ Chinese [中文] [简体/繁体] (Spoken/ Written);
3. Bahasa Malaysia [Bahasa Melayu] (Spoken/ Written);
4. Dialects: Hokkien [福建语] (Chinese Dialect),
5. Minnan [闽南语] (Chinese Dialect);
6. Cantonese [广东话] (Chinese Dialect); &
7. Basic Hakka [客家话] (Chinese Dialect).

SOFTWARE SKILLS

1. - Microsoft Excel;
2. - Microsoft Word;
3. - Microsoft Project;
4. - Oracle Primavera P6;
5. - Microsoft Power Point;
6. - Prezi Presentation Software;
7. - Microsoft Visio;
8. - Basic of AutoCAD;
9. - Basic of Cost X Training - Basic of Build Soft.

PERSONAL INFORMATION

Notice Period: One Month;

Driving License: Malaysia, Qatar (Having Own Transport);

For further info, kindly contact me at [+974 5541 0958](tel:+97455410958).